

ARTIST ROSTER APPLICATION

Description

The Virginia Commission for the Arts publishes an online roster of professional artists interested in doing residencies in PK-12 schools across Virginia. It is our goal to provide support for school/artist collaborations that foster increased quality arts experiences for children in Virginia schools. The *Artist Roster* may include architecture/design, crafts, dance, film/digital/video arts, folk arts, music, poetry/fiction, theatre, and visual art. Artists must demonstrate extensive experience in their field(s) and a strong commitment to working in the schools. Additional information is available at www.arts.virginia.gov.

Deadline

APPLICATIONS ARE ACCEPTED THROUGHOUT THE YEAR

Eligibility

Artists may be Virginia residents or live in other states. Artists will be chosen for the Roster based on their credentials in their artistic field and their plans for age-appropriate residencies that include the required components of working with a core group of students, general workshops for larger student groups, and teacher workshops. In-school studio time and public activities, such as performances or exhibitions, may be included but are not required.

Review Procedure

Applications and supporting materials will be reviewed by the Commission's *Artist Roster* panel 3-4 times a year (depending on number of applications) which is made up of representatives of the literary arts, performing arts and the visual arts. The panel reviews each artist's professional expertise and credentials; the quality of the artist's work (sample of artist's work); the residency description; prior residency experience and experience working with children and students.

Although the Commission may approve an artist for 1 year only, artists may be approved for inclusion on the *Artist Roster* for up to 4 years. Inclusion on the *Artist Roster* will not guarantee participation in a Commission-funded residency.

Artists who have been on the Commission's *Artist Roster* for 4 years may send an updated résumé and a letter to the Commission stating an interest in continuing to be on the *Artist Roster*. If an artist does not demonstrate a record of substantial public performances, publications or exhibitions of work or if there are concerns about the individual's work in the schools, the artist will be notified and he/she will be required to submit a full *Artist Roster* application.

Please read the *Guidelines for Funding* and instructions before completing an application.

Application Checklist

- **1 Original application and all required attachments** (completed, signed, pages collated)
- plus-
- **2 Photocopies of the Original Application and all required attachments** (completed, signed, pages collated)
- **3 Copies of up-to-date professional résumé** (1 copy attached to the original and to each photocopy)
- **3 Copies of the letters of recommendation** (1 copy attached to the original and to each photocopy)
- **Current sample of artist's work**
- **Stamped, self-addressed envelope** - Samples of work will not be returned unless a SASE is provided by the artist.

For more information, contact the Commission Staff at 804.225.3132 or arts@arts.virginia.gov or visit www.arts.virginia.gov



ARTIST ROSTER APPLICATION

SEND TO: Tiffany Glass Ferreira
Virginia Commission for the Arts
223 Governor Street
Richmond, VA 23219

FOR COMMISSION OFFICE USE ONLY:

Client #: _____

APPLICANT NAME/ADDRESS/ZIP:

TELEPHONE/EMAIL:

Work #: _____

Home #: _____

Fax #: _____

E-Mail: _____

URL: _____

ARTISTIC DISCIPLINE(S) (indicate discipline under which you wish to be listed in the *Roster*, if selected):

- | | | | | |
|------------------------------------|------------------------------|--|--------------------------------------|---|
| <input type="radio"/> Architecture | <input type="radio"/> Crafts | <input type="radio"/> Creative Writing | <input type="radio"/> Dance/Movement | <input type="radio"/> Film/Digital Video Arts |
| <input type="radio"/> Folk Arts | <input type="radio"/> Music | <input type="radio"/> Photography | <input type="radio"/> Theatre | <input type="radio"/> Visual Arts |

DAILY RATE FOR SCHOOL DAY:

\$_____ per day or \$_____ per hour

Are travel expenses included? ☐ Yes ☐ No Are the fees negotiable? ☐ Yes ☐ No

AVAILABILITY (check all that apply):

- ☐ 3 to 10 days ☐ 11 to 40 days ☐ 41 days to entire school year

EXPERIENCE WITH GRADE LEVEL(S)/SPECIAL POPULATIONS (circle all that apply):

Preschool K-5 (Elementary School) 6-8 (Middle School) 9-12 (High School)

Special Requests or Preferences: _____

INCLUSION ON OTHER STATE ARTS AGENCY AIE ARTIST ROSTER:

_____ State _____ Academic Year(s)

_____ State _____ Academic Year(s)

CERTIFICATION OF ASSURANCES:

The undersigned certifies that the information in the application and its attachments is true and correct. The applicant agrees to comply with all of the policies and procedures of the Virginia Commission for the Arts. If for any reason the artist cannot comply, the artist must contact the Commission immediately. The undersigned further certifies that s/he has read the Commission's current *Guidelines for Funding*, has signed the application, has attached the appropriate number of photocopies, and has completed, collated, and attached all required supporting documentation. The artist understands that inclusion on the *Roster* does not guarantee participation in a residency program. Previous residency artists are not guaranteed selection for inclusion on the Virginia Commission's *Artist Roster*.

Signature

Date

RESIDENCY PROGRAM DESCRIPTION:

Please answer these questions on separate paper using 12 point size. Print on one side of each page. Please use standard margins and line spacing.

1. Provide a summary of two pages describing a sample residency, including specific activities, objectives, corr. Also describe the topics for the teacher workshops.
2. What supplies and materials will be required for your residencies? What space and equipment will be required?
3. Provide a list of past school residencies, including name and location of the schools, dates of the residencies, and the name of the local coordinators.

SUPPORTING MATERIALS:

- **Resume** - All artists must submit a current professional resume. The resume should include professional experience (performances, concerts, commissions, exhibitions, publications, etc.) as well as education/training information, prior workshop or school residency experience, professional affiliations, honors and grant awards. The information should be categorized and listed chronologically with dates.
 - **Letters of Recommendation** – Three letters of recommendation with current contact information for each reference. These letters should be written by someone who is familiar with your work in the schools or your ability to begin working in the schools.
 - **Sample(s) of Work** - All artists must submit the appropriate samples of current work by the artist with the application. Samples of work must be in the same media or areas of focus described in the residency description. Original works of art will not be accepted. Samples of work will be returned only if stamped, self-addresses envelop is provided.
 - **Visual Arts/Crafts/Architecture** - Submit one CD with high resolution digital images. The CD must be labeled with the artist's name. An image list (name, medium, size, date of completion) of the work(s) shown must accompany the slides/CD. If proficient in more than one medium the artist should submit up to six slides/images representing each medium.
 - **Folk Arts/Music** - submit one CD recording of a performance, composition or work conducted. A brief description of the work(s) included on the recording must be included. A high-quality DVD may be submitted. Performing folk artists should submit a CD and or DVD. All recordings must be cued to the appropriate selection. The Panel will review up to five minutes of the recording submitted by each artist.
 - **Dance/Theatre/Storytelling/Media (film/video)** - Dancers, theatre artists (including storytellers and mime artists) and media artists must submit one DVD. All recordings must be cued to the appropriate selection. A cue sheet indicating timing (s) and a description of the selection(s) must accompany the DVD. The Panel will review up to five minutes of the recording submitted by each artist.
 - **Creative Writing (poetry/fiction)** - submit samples of published work - up to 10 pages of poetry or fiction. The artist must attach a copy of the sample(s) to each photocopy of the application. Do not send books, manuscripts, plays, anthologies, etc.
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NATIONAL STANDARD FOR ARTS INFORMATION EXCHANGE***Racial/Ethnicity Data Collection Form*****Individual Applicants:**

Individuals should circle **any combination** of the characteristics listed below that apply:

- A: Asian**
B: Black/African American
H: Hispanic/Latino
N: American Indian/Alaskan Native
P: Native Hawaiian/Pacific Islander
W: White

Organizational/Institutional Applicants

(e.g. school, arts group):

Using the characteristics listed below, circle the predominant group of which the staff or board or membership (not audience) is composed. Organizations should choose the **one** code that best represents 50 percent or more of its staff or board or membership. If none of these conditions apply to the organization, classify the organization "99."

- A: 50% or more Asian**
B: 50% or more Black/African American
H: 50% or more Hispanic/Latino
N: 50% or more American Indian/Alaskan Native
P: 50% or more Native Hawaiian/Pacific Islander
W: 50% or more White
99: No single group listed above represents 50% or more of staff or board or membership

For Both Individual & Organizational Applicants:

Using the characteristics listed below, indicate if the majority of the grant activities are intended to involve or act as a clear expression or representation of the cultural traditions of one particular group, or deliver services to a designated population listed below, choose that group's code from the list. If the project or activity does not emphasize the culture or traditions of one group, please circle "99." If you seek or receive general operating support or support for administrative or artistic expenses for many projects and activities and cannot select one group, please circle "99".

- A: Asian individuals**
B: Black/African American individuals
H: Hispanic/Latino individuals
N: American Indian/Alaskan Native individuals
P: Native Hawaiian/Pacific Islander individuals
W: White individuals
99: No single group

NOTE: Generally, an activity can be considered "a clear expression or representation of the cultural traditions of one particular group" if it is:

(1) A project in which the intent is to communicate the culture or traditions of a particular race. For example, performances by an African dance company would be coded as "Black/African American."

and/or

(2) Projects which are usually understood to be reflective of the culture or traditions of a particular race. For example, Kabuki theatre is performed in many localities, and by many Asian and non-Asian groups. All of these performances would be coded as "Asian" because regardless of who produces the work, the type of theatre itself is widely understood to be an expression of Japanese culture.